



**2016 United Nations Forum on
Business and Human Rights**
Geneva · 14 – 16 November

Practical information for participants

<p>Contact us:</p>	<ul style="list-style-type: none"> For questions about registration, including on technical & logistical matters, email: registrationforumbhr@ohchr.org General enquiries: forumbhr@ohchr.org
<p>Online registration:</p>	<p>All participants must:</p> <ol style="list-style-type: none"> Register online at https://bhr.ohchr.org; Submit an accreditation letter (letter on official letterhead of the organization, signed by a senior manager, requesting participation of their delegation in the Forum); and Receive a confirmation of their registration, by email, from the Forum Secretariat. <p>Group registration is possible. Please note that only the person who registers the group / delegation will receive the confirmation email. This person should share the confirmation email with all the members of the group/delegation.</p>
<p>Travel & Visa:</p>	<ul style="list-style-type: none"> Participants are fully responsible for all their travel-related expenses to Geneva (ie: flights, accommodation and insurance) and for obtaining a visa. Visa: Contact your nearest Swiss Embassy or Consulate to determine whether a visa is required (www.eda.admin.ch/eda/en/home/refs.html). NB: start your visa application procedures well ahead of time! Participants from NGOs with ECOSOC status who need an attestation letter for their visa application may contact NGO Liaison Services at: ungeneva.ngoliaison@unog.ch Other participants needing a visa: If you require a visa to enter Switzerland, please indicate this by checking the relevant box in the e-Registration system and by sending an email to registrationforumbhr@ohchr.org requesting the visa attestation letter. Visa attestation letters will <u>not</u> be processed after 24 of October 2016. Once you receive the visa, please log into the e-Registration system and tick the box to confirm that you have received it. Registration will be confirmed only after you confirm delivery of the Schengen visa.
<p>Location:</p>	<ul style="list-style-type: none"> Palais des Nations, Avenue de la Paix 14, CH-1211 Geneva 10, Switzerland Link: http://www.unog.ch/ and click on the Map of the Palais. Most sessions are in Building E (access via Door E40). Others, including the high-level



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	<p>plenary on 15 November, will take place in the Assembly Hall in Building A. For information about session rooms, please consult the final version of the programme that will be posted on the Forum web page in advance of the event.</p>
<p>Badges & access to Palais des Nations:</p>	<ul style="list-style-type: none"> • All visitors must collect their badge upon arrival and enter the Palais des Nations via the Pregny Gate: <ul style="list-style-type: none"> - Pass and Identification Unit UNOG Security and Safety Section Pregny Gate 8 - 14 avenue de la Paix, 1211 Geneva 10 - For the participants of the Forum on business and human rights the opening hours will be: Sunday, 13 November: 2-4.30 p.m. Monday to Wednesday: 7 a.m. to 5 p.m. • In order to collect you Forum badge, you must bring: <ul style="list-style-type: none"> - Your passport and/or ID; - A copy of the confirmation of your registration. <p>You are strongly advised to be at Pregny Gate <u>at least one hour</u> before the session starts. Delays are common and participants wait in the open air.</p>
<p>Transport:</p>	<p>Palais des Nations is accessible via several bus lines and a tramway.</p> <ul style="list-style-type: none"> • The Appia stop is nearest to the Pregny Gate and is served by buses 8, 28, F, V and Z. • The Place des Nations stop is located 500 metres away from the Pregny Gate and is served by tram number 15 and buses 5, 8, 11, 14, 28, V, F, and Z. <p><u>From Geneva Cointrin airport:</u> by bus in 10-15 minutes. Take the bus n°28 towards Jardin Botanique and stop at Appia; or take the bus n°5 towards Hôpital, and stop at Nations. <i>Free tickets, for a period of 80 minutes, are available from a machine in the baggage collection area, just before passing customs.</i></p> <p><u>From Geneva Cornavin train station:</u> by bus or tram in 10-15 minutes. Take the tram n°15 towards Nations and stop at Nations; or take either the bus n°5 towards Aéroport, and stop at Nations, or the bus n°8 towards OMS, and stop at Appia.</p> <p>Participants staying at hotels, youth hostels or at campsites receive a free transport card for the duration of their stay. To find out how to get around by public transport, visit the Transport Public Genevois website.</p> <p><u>Taxis:</u> Taxis <u>cannot</u> enter the UN compound - participants will have to get off at Pregny Gate. Call +41 (0)22 331 4133.</p>



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<p>Luggage*:</p>	<p>You may bring into the Palais des Nations only the type of luggage considered as carry-on luggage by airline companies (e.g. computer bags, rucksacks and hand bags). Should you have large luggage it might be stored by the Security service if sufficient space is available.</p> <p>(*Disclaimer: The United Nations Office at Geneva declines all responsibility for any luggage stored. All pieces of luggage found unattended may be impounded and disposed of by the Security services. Any costs related to the latter action may be charged to the owner of the luggage.)</p>
<p>Accommodation:</p>	<p>NB: We advise that you book your accommodation in Geneva as soon as possible. We do not make hotel reservations for participants.</p>
<p>Other information:</p>	<p>Catering: (on 3rd floor, area between meeting rooms XIX and XX) “Welcome coffee” (coffee, tea, croissants) will be available from 14-16 November, as of 8 a.m. (Mon: 8-10 a.m., Tue-Wed: 8-9 a.m.)</p> <p>“Brown bag-lunch” (a sandwich, fruit, water) will be available on Monday, 14 November, as of 1 p.m.</p> <p>Official information about Geneva can be found at the city of Geneva official website:</p> <ul style="list-style-type: none"> - http://www.ville-geneve.ch/welcome-geneva/ - http://www.geneve-tourisme.ch/en/home/ <p>“Mandat International” provides useful tips to facilitate your stay in Geneva:</p> <ul style="list-style-type: none"> - www.mandint.org.
<p>For updates please refer to: www.ohchr.org/2016ForumBHR</p>	